

**Town Commissioner's Meeting  
Charlestown, Maryland  
December 13, 2022  
6:00 PM  
Town Hall, 241 Market Street and on Zoom**

Attendees: Lou Wood, Renee Capano, Curtis Elmer, Jeff Fields, Mary Culver, Kathy SanDoe, Karl Fockler attended on Zoom.

Public in Attendance: Dan Rubert, Charles Heitz, Richard Mahan, Pam Mahan, Audrey Edwards, Dennis Dobay

Zoom: Mike Kalinsky, Tom Costanzi, Dan Sweet, Rachel Rothwell, Rob Psioda, Robyn Rowe, Sean Durgin, Ursula Boudart, Kim Lloyd

President Fockler called the meeting to order at 6:00 PM.

The Pledge of Allegiance was led by Mr. Dan Rubert.

Approval of the Minutes – November 22, 2022 – Charlestown Commissioners: Commissioner Capano motioned to approve the minutes. Commissioner Fields seconded. Approved 5-0.

Accounts Payable Review – Charlestown Commissioners: Commissioner Field motioned to approve the Accounts Payable for \$50,667.27. Commissioner Wood seconded. Approved 5-0.

Miller Environmental – November report: Commissioner Fields read the report. Water withdrawal for November was 2,548,000 gallons. There were no positive coliform samples. Routine operations and maintenance were performed. Twenty-one Miss Utilities were performed and Well #1 pump was exercised.

Cecil County Sheriff's Report – Sgt. Mike Kalinsky: He met with Bryan Lightner to discuss plans, moving forward, to provide the Town with patrol stats for each shift worked in Town. Commissioner Wood suggested using a hand written activity log that can be submitted through the Town Hall mail slot at the end of each shift. Sgt. Kalinsky agreed that this might be the simplest solution for the deputies to provide shift patrol stats. This would eliminate the need for deputies to enter Town Hall when it is closed. It also will give timely information to match with the Sheriff's Department invoices. During November, there were 25 non-officer-initiated calls for service, five officer-initiated calls for service and one overdose. Patrol stats for October and a test email from one of the deputies on December 10th have been received.

Maintenance Report – Bobby Straiton: Snow fence was installed at the Foot Log project and barricades were installed at the entrance where needed. Winterized Town dock at 630 Water Street, C Dock bathrooms and showers, fire line, pedestals and pump out station. Trash cans are being delivered to new residents as needed. Repaired fence at Athletic Complex where someone had run into it. Replaced broken boards and two railings on the boat ramp dock. Moved signs so Christmas tree could be set up and fixed broken signs in four different areas in Town. Replaced sump pump in the basement area of the water tower. Dug out catch basins at the end of

Frederick Street and Water Street of all debris so catch basins could be inspected and measured. Cleaned and inspected six more areas of Town drains for the inspector so a tape measure could get in there to locate them. Plows were installed on the Town trucks to be sure they operated properly and are ready for snow/ice events. Installed Christmas lights along cemetery fence, placed small Christmas trees in front of the Fair Green Park, set up the Town Christmas tree, put lights on Town Hall and the Post Office, set up deer at the Ice house and hung wreaths at Town Hall. Put ice eaters and thermostats in at the Town pier. Collected yard waste and bulk trash.

## **Old Business**

### President's Report

Speed Bumps and Speed Study: After discussion, it was decided permanent speed humps should be installed on Caroline and Conestoga Streets. Each speed hump would cost about \$2,500.00 each, per a cost estimate received from McGuirk. Commissioner Elmer motioned to approve the installation of the speed humps at 332 Caroline Street and 222 Conestoga Street. Commissioner Fields seconded. Approved 5-0.

Commissioner Wood stated that during the week of the speed study at Cool Springs Road and Pagosa Street, 4,343 vehicles passed the camera. Of those vehicles, 368 had enforceable violations. One vehicle was recorded at 65 MPH. She feels the program would benefit the Town in helping to pay for street repair, lighting, etc. President Fockler wants to see what the contract with Ultimint would entail and requested Mr. Lightner contact Mike for further information. He also stated that improving public safety is the main reason to consider using speed cameras. In addition, Commissioner Capano said an RFP for a traffic engineering firm to perform a speed study needs to be completed, in order to help justify the Town wanting to lower its speed limits to 15 MPH on Town roads. Once a study is completed, it needs to be sent to State Delegate Kevin Hornberger as part of a package to get a bill passed by the General Assembly. Currently, the State's minimum speed limit is 25 MPH. Commissioner Wood motioned to have an RFP for a speed study to be done. Commissioner Fields seconded. Approved 5-0.

A request was made for Mr. Lightner to follow up on the Golf Cart Ordinance, which was submitted to State Delegate Kevin Hornberger as part of a package to get a bill passed by the General Assembly for the current legislative session. It may be a good idea for some of the Commissioners to go to Annapolis and give testimony for public comment in the January/February timeframe.

Well #1 Pump replacement Quotes were received from AC Schultes and Somerset Well Drilling in the amounts of \$11,282.50 and \$14,996, respectively. Replacing the pump for Well # 1 should get it's production closer to the level of Well #2, so the appropriate control panel work can be completed to have the two well water supplies alternate. Commissioner Capano motioned to have AC Schultes install the new pump. Commissioner Elmer seconded. Approved 5-0.

Commissioner Capano said that regarding back-up generators, the one at Avalon needs to be built up to keep it from going under water. The Town also needs to work with M.

Davis contractor to ensure the alarm system is connected for if it goes off line. It also needs a new fence and an updated electrical system. Artesian is drilling wells directly outside of Town. They state their wells should have no impact on the Town of Charlestown's water supply. We need to get a well monitoring system to monitor Town well levels. We need to be good stewards and take these proactive planning steps. It will cost \$6,000 to purchase the necessary equipment, and \$8,000.00 to do the installation, which includes transducers, software, and training. Clarification is needed for the software and training terms. Commissioner Capano motioned that the purchase and installation come out of the Utility Fund, in order to pay for the project. Commissioner Wood seconded. Approved 5-0.

Foot Log Park Swale Design: Coastal Resources is designing a plan to slope the water away from the Foot Log Park project by creating a swale to channel the water runoff at the end of Baltimore Street. Bobby Straiton has an idea for infiltrating the stormwater at the end of Baltimore Street by adding rock to help transition from the road to the proposed swale, across an area where Town trucks need to maintain access to the beach. Grading and adding gravel will also reduce the ponding water and mud in the area. Commissioner Wood motioned to proceed with the project in the transition area. Commissioner Fields seconded. Approved 5-0.

### **New Business**

Resolutions – Cecil County Green Infrastructure and Nuisance Flooding Plans – President Fockler: Resolution 2022-06 is a resolution adopting the 2019 Cecil County Green Infrastructure Plan for the Town of Charlestown and Resolution 2022-07 adopts the 2020 Cecil County Nuisance Flooding Plan for the Town of Charlestown. By adopting and implementing the plans it will help boost the Town's grant proposal to update the Comprehensive Plan. Commissioner Capano motioned to approve Resolutions 2022-06 and 2022-07. Commissioner Elmer seconded. Approved 5-0. Commissioner Capano noted the next meeting with State, County, Federal Government, and Dewberry is scheduled for January 13, 2023.

Comprehensive Plan Update – Grant Proposal – President Fockler: A letter, signed by President Fockler, will be submitted to the Maryland Department of Natural Resources as a support for the DNR Grants Outcome 2 Proposal to enhance capacity to understand and effectively plan to address flood risks associated with climate change.

Election Board Appointments – President Fockler: Diane Letts and Roslyn Bott have both said they were willing to continue serving on the Election Board for another three-year term. Commissioner Fields motioned to accept the appointments. Commissioner Wood seconded. Approved 5-0. Thanks was given for their previous years of service.

PNC Bank Accounts Signer Change – President Fockler: A letter, signed by President Fockler and Treasurer, Commissioner Fields, will be sent to PNC Bank to add Commissioner Capano and Mr. Bryan Lightner, Town Administrator, as authorized signers on the General Account, Water Account, Sewer Account, Cemetery Account, Streets Account, Town Pier Account,

Building Account, and Parks Account. Commissioner Wood motioned to agree to the signer change. Commissioner Elmer seconded. Approved 5-0.

Sand vs. Salt for Town Streets – President Fockler: Bobby Straiton stated that the County no longer uses sand mixed with salt as it clogs the equipment. The Town of North East uses hydrochloride which costs \$500.00 per ton. The salt the County uses costs \$60.00 per ton. He suggested salting intersections as needed at Louisa and Bladen Streets, Frederick and Bladen Streets, Caroline and Bladen Streets, Cecil Street and Charlestown Place. Spreading salt sparingly will help to reduce the amount used and minimize salt run off into the creeks and river.

Events Update – Commissioner Wood:

Holiday Open House: Event will be held at the Wellwood on Thursday, December 15<sup>th</sup> from 2:00 PM until 6:00 PM.

Wreaths Across America: The event is to honor our veteran's. A service will be held at the St. John's Methodist Church beginning at noon, followed by laying wreaths on the graves of veteran's and lunch provided by volunteers at the Charlestown Fire Hall.

Santa Firetruck: Santa will ride on the Charlestown Firetruck followed by the decorated Town maintenance truck and Mrs. Clause, Brush Truck, Ambulance, and Fire Chief's pickup truck. The Santa tour will begin at 6:30 PM Saturday, December 16<sup>th</sup> and travel through Town beginning on Bladen Street to Holloway Beach, Cool Springs, Trinity Woods, Charlestown Crossing, and Baltimore Street.

Purse Bingo: Jason Barrow will provide available dates for this Fire Company fundraiser. Some of the available purses are Mommy and Me styles.

### **Commissioner Comments**

Commissioner Capano stated that Planning and Zoning is looking at the Comprehensive Plan, the Stormwater Ordinance, and condemning abandoned buildings.

Commissioner Fields asked if there would be a Commissioner's Meeting on December 27<sup>th</sup>. Commissioner Capano motioned to cancel the meeting. Commissioner Elmer seconded. Approved 4-0 with Commissioner Fields abstaining. He said he would be available to sign year end checks. The Tree lighting was a success. Kudos to Commissioner Wood and Craig Alevato.

President Fockler met with Cooperson Associates regarding the Town Hall addition on Monday. They will continue to work on the plans. A public meeting will be scheduled for early Spring. Lynne Reed, our postal worker, expects to retire before the end of 2023 so that needs to be taken into consideration with the plans as to whether or not the Post Office will continue to have an office in Charlestown.

### **Public Comments**

CJ Heitz stated there is a lot of speeding on Market Street in front of his home just before the stop sign and he would appreciate a speed study done on Market Street. The storm drains also need to be water jetted and cleaned out, since they are a quarter filled with sediment.

Dennis Dobay asked if there was any information regarding the sewer manhole at 317 Tasker Lane. Commissioner Capano stated this was included in the comprehensive plan. He asked to be kept in the loop.

Dan Rubert wondered if speed cameras could be used to enforce stop signs. Would cameras be more effective?

Rachel Rothwell asked how it was determined where to do the speed studies. Commissioner Capano stated the studies will be done all over Town and that the locations are complaint driven. She noted that in Trinity Woods at Clemency Drive and Charity court, people do not stop at the intersections. There is no stopping after the speed hump by the playground. Mary Culver noted that people cut the corner at Clemency Drive and Revelation Road as well. Commissioner Capano asked if the Sheriff's Department could patrol that area. Commissioner Wood stated she would ask for the patrol.

Dan Sweet said cameras for speeding can be moved to different locations and speed bumps do work.

Tom Costanzi is concerned with speeding on Market Street and wants a speed camera and/or speed hump.

Sean Durgin wants action regarding speeding.

Kim Lloyd noted Blue Heron Storage had a break in at two storage containers. Tools, a Kubota saw and welder were stolen. More solar lights and cameras have been installed.

Robyn Rowe requested a speed hump on Louisa Lane near Calvert Street.

President Fockler asked for a list to be compiled for potential speed bumps/humps, as we might try placing the temporary speed bumps in these locations.

Commissioner Wood motioned to adjourn the meeting. Commissioner Capano seconded the motion. Approved 5-0.

Meeting adjourned 7:44 PM.

Respectfully submitted,

Kathy SanDoe